

Eco Market Application Form 2022

Bury St Edmunds, Cornhill



West Suffolk
Council

Personal details

Business name	
Contact name	
Address	
Postcode	
Telephone number	
Mobile number	
Email	
Website/Facebook page	

All stalls must have public liability insurance for at least £5million.
Please contact us if this is a problem as we may be able to cover stalls selling certain products.

Price (If bringing your own gazebo this must be suitable for all weathers and have sufficient weights.)	£15 per pitch (own stall required) 6ft table inside marquee £10 (limited availability) Electricity add: £3 per stall/£5 for catering stalls
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Insurance details (please provide a copy of your insurance documents with this application)

Insurance company	
Date of expiry	

Please describe what you will be selling and/or demonstrating.
Attach pictures if possible. Food traders must provide evidence of registration as a food business with their local district council and send up to date paperwork.

When would you like to trade?

SUNDAYS 10am – 3pm

1 May

3 July

4 September

Power requirements

Do you require power? YES NO

All electrical items will require a current PAT test certificate.

Declaration: I hereby certify that the information I have provided is correct.

Signed:

Date:

Return to: Sharon Fairweather, market development officer, West Suffolk House, Western Way, Bury St Edmunds, Suffolk IP33 3YU sharon.fairweather@westsuffolk.gov.uk

West Suffolk Council is a data controller and can be contacted at: West Suffolk House, Western Way, Bury St Edmunds, Suffolk, IP33 3YU. Tel: 01284 763233. The Data Protection Officer is Leah Mickleborough and can be contacted at the same address. We are collecting your personal information in order to process your application under the Financial Services and Markets Act 2000 as we are the licencing authority. Your data will not be shared with third parties but may be used for Council purposes, in order to prevent or detect crime, to protect public funds or where we are required or permitted to share data under other legislation. Your data will be kept for two years after you have ceased trading and in line with our retention policy. You have the right to access your data and to rectify mistakes, erase, restrict, object or move your data in certain circumstances. Automated decision making and processing is not used during this application. Please contact the data protection officer for further information or go to our website where your rights are explained in more detail. If you would like to receive an explanation of your rights in paper format please contact the data protection officer. Any complaints regarding your data should be addressed to the data protection officer in the first instance. If the matter is not resolved you can contact the information commissioner's office at: Wycliff House, Water Lane, Wilmslow, Cheshire, SK9 5AF Tel: 0303 123 1113. If you do not provide the information required on the application form then we will not be able to process your application for a licence. For further information on our data protection policies please go to our website: how we use your information (www.westsuffolk.gov.uk/privacy) or email: data.protection@westsuffolk.gov.uk